



**ENVIRONMENTAL SERVICES UTILITY
BOARD MEETING
NOVEMBER 15TH, 2021
SUMMARY OF MINUTES**

The meeting for Kankakee Environmental Services Utility was held on Monday, November 15th, 2021 at 6:00 P.M. in the Public Safety Building.

ESU Members Present

Ald Carmen Lewis
Ald Mike Prude
Ald Mike O'Brien
Ald Larry Osenga
Ald Danita Swanson
Ald Kelly Johnson
Ald Reginald Jones
Clerk Stacy Gall
Mayor Chris Curtis

Interim Superintendent

Dave Tyson, PR, IPLS

Additional Alderman Present

Ald Lance Marczak
Ald Dave Crawford

ESU Staff Present

Clara Hall, Admin/Tech Ops Mgr
Zach Newton, GIS/Ops Mgr
Dennis Doyle, DPW Asst. Supt.
James Lopez, DPW Ops Mgr

Others Present

Elizabeth Kubal, Comptroller
Maureen Kambic, Asst Compt.

MAYOR CURTIS:

The Environmental Services Utility Board meeting is called to order for Monday, November 15th, 2021. Are there any public comments? Hearing none we will move on to Section two, which is Roll Call.

ROLL CALL

CLARA HALL:

| | |
|------------------------|-----------------------|
| Ald Lewis - Present | Ald Swanson – Present |
| Ald Prude - Present | Ald Johnson - Present |
| Ald O’Brien - Present | Ald Jones - Present |
| Ald Osenga – Present | Clerk Gall – Present |
| Mayor Curtis - Present | |
| PRESENT: 9 | ABSENT: 0 |

APPROVAL OF MINUTES

MAYOR CURTIS:

We have a quorum. Motion to approve the minutes from Monday, October 18th, 2021. Do I have a motion to approve?

ALD PRUDE:

I will make that motion to approve the minutes.

ALD OSENGA:

Second.

MAYOR CURTIS:

Motioned by Alderman Prude and Seconded by Alderman Osenga. Any questions, comments, changes. Hearing none, Roll Call.

CLARA HALL:

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|-------------------|-------------------|
| Ald Lewis - Aye | Ald Swanson – Aye |
| Ald Prude - Aye | Ald Johnson – Aye |
| Ald O’Brien - Aye | Ald Jones – Aye |
| Ald Osenga - Aye | Clerk Gall- Aye |
| AYES: 8 | NAYS: 0 |

MAYOR CURTIS:

Thank you. Now we will have the presentation by Joe Sullivan.

APPROVAL OF BILLS

MAYOR CURTIS:

Okay, anybody else have any questions for David or Joe? Okay, Thank you. Go ahead and move on with the agenda with the approval of bills and the total amount of \$595,457.10. Do I have a motion?

ALD SWANSON:

So move.

ALD JOHNSON:

Second.

MAYOR CURTIS:

Motioned by Alderwoman Swanson and seconded by Alderwoman Johnson to approve the bills. Are there any questions? Roll Call

CLARA HALL:

| | |
|-------------------|-------------------|
| Ald Lewis - Aye | Ald Swanson - Aye |
| Ald Prude - Aye | Ald Johnson - Aye |
| Ald O'Brien - Aye | Ald Jones - Aye |
| Ald Osenga - Aye | Clerk Gall - Aye |
| AYES: 8 | NAYS: 0 |

MAYOR CURTIS:

Bills are approved. Our next item on our agenda, are the monthly activity reports. Starting with Street and Alley DPW.

ACTIVITY REPORTS

DENNIS DOYLE:

The documents in your report. The one thing I do want to highlight there is that we have gotten the salt contract resolved. We've got our vendor and the price came in very close to what we budgeted. So, none of our concerns came to pass we will have salt and we're in good shape. So, our bids are all full at the moment. Are there any questions?

ALD JOHNSON:

I had a constituent say that they had requested a tree. Are you still doing trees?

DENNIS DOYLE:

We are still doing trees. There were a lot of trees requested this time that when guys get out there. There was not a location where they were requesting trees wasn't appropriate. And I'll give you just as an example. You know if there's a power line there, obviously you're not going to plant a burrow under a power line. If there's you know, if you've already got two trees on a small terrace, you know and you and you want a tree planted in between them.

ALD SWANSON:

I guess I don't know (*inaudible*) yard waste.

DENNIS DOYLE:

We don't pick up the yard waste bags. Republic picks those up and through December 1.

UNKNOWN:

(*inaudible*) Leaf pick up.

DENNIS DOYLE:

It's supposed to end December 1. It never does. Because obviously like this year, December 1st. They're still in the green leaves on the trees December first so will we go as

long as we can use the same equipment to move snow. Some point you know we have to we have to convert all those trucks over so the vacs get put up. We can do a little bit with sweepers and in-loaders, you know provided the weather holds out but generally somewhere you know, somewhere before the first of the year is about you know depending on what the snow does is what we can do but we say December 1st. but you know if we have the opportunity to keep going a little bit we'll keep going a little bit

MAYOR CURTIS:

Does anybody have any questions? Thank you. Dennis?

DENNIS DOYLE:

It's all in your report. Two items I'd like to touch on. Tree work. We were planting trees last week we'll probably do more planting this week, and then we'll be we'll be pretty covered. Salt, we did get in contact with some people at the state. We have been picked up so we will be able to buy salt, we don't know how much it will cost for another couple of days yet. So, we will get that information out to you.

MAYOR CURTIS:

Thank you. We will move on to Technical Services.

CLARA HALL:

I'll echo Dennis and say that we everything's in the report we're running on a routine basis staying on budget. Just so you know, there was a traffic cabinet that was hit over by McNamara High School on the corner. It has now been fixed replaced that person did have insurance. So, we will be building that out this week. We also have prep depot building for Christmas decorations and in the light show and we have almost completed the Public Safety Building Christmas decorations today. Technical Services is now 96% moved into the Labeau building. So that's all I have for you today.

MAYOR CURTIS:

Any questions for Clara? Thank you. Zach, Sewer Services.

ZACH NEWTON:

Just a few things I want to highlight. This month, the crew got about six and a half miles of sanitary and storm lines cleaned and about a mile televised. The hydro did run some they made a modest \$7,000. We're getting towards the end of our inhouse repairs. We are caught up on that. We do have a few that can wait until spring but we'll keep an eye on those that that pop up. If you remember last month, I

said that it could not give you a date about when we would be moving into the Labeau building. But I'm happy to tell you that we've already started to move into the local building. We're making good progress on that and I would I would guess if I had to, don't hold me to it, I think within a couple of weeks we'll have our personnel in there running working out of that building. Probably need a week or so to work out the bugs and whatnot. I just want to thank the IT team for helping to get the problems that we needed resolved to get those fixed. And all of the internet, the phones It's working. It's on a temporary basis right now. But that's it's good enough that we can get the people into the building. And we can get the rest of the things out of the space center and then we can bring that equipment from the space into the low building. And there'll be all fall complete at that point. So, I think that maybe we should find a different name to call it instead a the Labeau Building.

MAYOR CURTIS:

Any questions for Zach? Okay. Speaking of the Labeau building Each departments kind of slowly started moving there. I did a tour. It would have been about a week ago with Mr. Tyson and some others. So, I think it'd be great. What's the thoughts of the Alderman? I think it'd be good for everyone to walk through it fairly soon before we're completely moved in and see it and then obviously once everybody's moved in, we can do something from there but is a time during the day better as a time after work better that we would go through there if anybody's interested to see how it's turning out. We can even do visits individually or whatever. But I think everybody wants to take a look at and see what it's like. Code is moving in officially the week of Thanksgiving. They've moved some stuff over already. Director Nelson asked if, since that's a week, kind of a slow week to begin with, being closed Thursday, Friday, if they can use Monday, Tuesday, Wednesday to kind of close down the code department and do a transfer over. I do want to mention one of the there's still a lot of things and Mr. Tyson may bring some of the stuff up but there's still a lot of things that need to be done with the Lebeau buildings that was not in the original scope of work. But one of the things was the desks and the cabinets and everything that's over at Space Center now that not would not fit in the Lebeau. So, the Alderman cubicles were used for the Code Department and they are 13 years old and look like they came out of the box because they were not being used.

Code will do their official move the week of Thanksgiving. Moving on to the Lab report.

ALAN TORONJO:

Just a few items to mention as always, there's been extensive report there and utility packet on the lab labs running on a routine basis. Couple personnel changes. We do have a new lab employee Seth Hall who started last Monday, he is a good fit for the lab there. We are fully stuffed in the lab and do training, so we'll still have one section shut down during the training period. And during the tail end of all the site inspections that we do, we do site visits and all of our 20 different permitted industries in the area. I know the board approved it's been a few months now for the new lab truck it's still going to be about 20 weeks out just without delays in the manufacturing of that but we will let the board know when the dealership lets us know that the truck did come in come in. Lastly, Ryan McGinnis. He's the one who's been selected and currently transitioning into the role here. He already has a good feel for industries being from the lab. I know that the duties will be in good hands as he takes over. And I'm open for any questions from the board.

ELIZABETH KUBAL:

Looking at the expenses looks really, really good year to date, of course at the six month point we'd be at 50%. We talked about this at budget the other night for those of you who were there, and expenditures are looking really, really strong. We've got 33% in the sewer fund for administration costs, which is very good. We got 42.7% for the sewer group. Wastewater is usually right on the mark as we turn those payments in monthly as we know, our technical services that 44% And then lab just under 40 debt, of course that 50% is I pay that monthly with the amortization and the total utility cost as you can see is 42.3. There were no individual line items that I thought should be brought to your attention this month. And for expenditures, I feel like they're doing very, very, well and we're going to see here, we've been doing well in the utility now for some time. So, looking at those trends coming forward. Also, then going into the revenue reports. You can see that total revenue at 45.5% is a little down from where I would like to be at this point. We knew some of our industries were going to be flexing with some lesser production. And we knew that that would happen. We also know that we had two industrial clients, I believe, perhaps just one now that had been tardy

with their bills that any of our major clients or partners but we do know that we have two that had been hurting and we are working on those one got brought up to date though, but it was in the month of November when that got brought to date. So, you do not see that here in October. So, I'm hoping that we get these totals a little bit higher, but overall still trending. trending well here today. So overall at the bottom you can see we still be at a capital account. I have that analysis done but I forgot to bring it tonight. I made a list up on my I made a note on my list already. That those need to be emailed to you all tomorrow you will get capital summary of the monies that are in the issue fund. You will see it by project so you can trace it by as we just recently spoke about the local project or sewer projects in their main line items very similar to the one we did for the general fund capital or the general account capital. So, I just wanted to let you know that I will certainly send it off to all of you at the latest tomorrow morning. Just you can review that and we can talk about that in more detail if you'd like to at the December meeting. I think all those costs of course that are on there are projects that such is you know about it. Don't think there'll be any surprises but it always is good to know the quantity of the kind of money you're talking about. Especially with a project like the liberal building. So, we'll get that to you. Otherwise, all the reserves are in place that are solid, and the month of October we did of course pay the IEPA loan, as we talked about as you previously in November we paid the bond payments that are due. And those payments are the interest only payments that are due as of November 1 for the sewer revenue bonds and those were taken care of as well. Any questions?

UNFINISHED BUSINESS

MAYOR CURTIS:

Thank you we are going to item six, which is Unfinished Business which we have none there. Item Seven is unfinished business and recently kicked hydroplane under that. We are on that situation right now is Mr. Tyson has done an estimate of what it would cost to get the hydro plant completely. We'll call it 100% renovated and up to speed that's fixing both the pumps. That's the different things and all that cost is somewhere probably between \$2.8 and \$3 million to get the hydro plant for probably another and another 20 years or 20-25 years of lifespan. Would you say it's correct? We're gonna put that on the agenda to talk about that. There is a couple things that will kind of probably move it, keep it here for discussion but also talk about it in ARP, but also

talking to as Alderman Marczak brought up there could be an opportunity that we're working with Senator Joyce on to be able to potentially have this as an option to be able to help with that still, he's working on that with us. So, for right now instead of spending the money. We do want to see if there's some opportunity that can be helped with the hydro plant through some bills that might be coming through Springfield.

ZACH NEWTON:

If I could just add one thing, I just want to bring the bring to your attention by April 2022. We need to think about beginning the process to relicense the hydro facility and that is about a six to eight-year process. It's just one more thing that I just want you all to be aware of and to keep in mind.

MAYOR CURTIS:

When does our license expire?

ZACH NEWTON:

Our license expires in 2028.

MAYOR CURTIS:

There needs to be discussions. We need to talk about whether we do it. If we can get some funds and we do it through ARP funds. Do we want to continue to keep that hydro plant going? And if that's the case, then the other departments have to work on extending that license forward. Any questions? Okay. Next is Item eight, which is new business sewer department surplus truck cap.

ZACH NEWTON:

It's a leftover piece of equipment used to be on our old locate vehicle that got repurposed and we got a newer located vehicle that's pretty old, now too. It's nothing that we have any kind of use for now and we found it in the back of the space in there. We would just like to get rid of it.

MAYOR CURTIS:

Does it have any value?

ZACH NEWTON:

Not much.

MAYOR CURTIS:

Motion to surplus the truck cap and we will put together a document to make that happen.

ALD SWANSON:

I will make that motion.

ALD JONES:

Second.

MAYOR CURTIS: Motioned by Alderwoman Swanson and seconded by Alderman Jones. Any questions?

ALD MARCZAK: *(inaudible)*

MAYOR CURTIS: I will have to find out. Roll Call.

CLARA HALL:

| | |
|-------------------|-------------------|
| Ald Lewis - Aye | Ald Swanson - Aye |
| Ald Prude - Aye | Ald Johnson - Aye |
| Ald O'Brien - Aye | Ald Jones - Aye |
| Ald Osenga - Aye | Clerk Gall - Aye |
| AYES: 8 | NAYS: 0 |

MAYOR CURTIS: Thank you. Mr. Tyson, do you want to bring us up to speed on. I just I'd like him to bring us up to speed a little bit on Stone Street. And then just if you don't mind talking a little bit of some of the other things that we still need to do over at the Lebeau buildings, fencing, cameras, and things.

DAVE TYSON: I think as you're aware, and before when we were talking that we get one pump, a bit major pumps down on stone street, so we're down to two actually, we had one of those, maybe we had an outage in it. We were down to one for a while, which is not good. So, we have gotten a price to do this. We do have a budget already that has been approved and according to the Comptroller into Mayor, we do have money left in there that we can use it and so we've allocated \$300,000 to repair stone Street and what that's what that money includes is to replace the first pump that has to be removed and replaced the site pump will be main will have maintenance done to the third pump will have maintenance and get everything again up to speed because we're trying to get to where like I've said before, we want to be proactive. We're not We're not reacting to all these problems that we've been having. So, we're gonna do that. The carbon media is starting to wear out to notice more smells that are in that area. So, we want to replace the carpet media again, at the at the pump station. And then again, to be proactive, the generator has not really had an overhaul or maintenance done to it in a long time. So that's what those are the three projects that we're wanting to do at Stone Street, now basically bring this lift station basically up to snuff again, and have it in good shape. It's going to run around \$300,000 to do all this work. So that's what our

plan is to do. It's within the budget. But I just wanted to bring you up to date on what that is.

MAYOR CURTIS:

Comptroller, this would be our capital budget. That we work that we bought into this year. Correct?

ELIZABETH KUBAL:

It's actually in a separate line item from the ARP. It's actually listed out separately the \$650,000.

MAYOR CURTIS:

And then we feel that Stonestreet would be up to date.

DAVE TYSON:

We'll be as up to date as you're gonna you don't have that and that consistent it's not really all that old but it just again it needed maintenance and some tender loving care and we're trying to get all this stuff done and that's why you know, I've given you a budget of other items we'd like to start working at to get basically get this department running proactive and have a maintenance schedule on it.

MAYOR CURTIS:

And so we're running stuff straight if you're not aware, we've talked about the handles 75% of our flow for the city of Kankakee.

DAVE TYSON:

75% flow yes of all the sewer flow yes.

MAYOR CURTIS:

It's probably our most important sewer system line, right?

DAVE TYSON:

Yes.

UNKNOWN:

Moving forward are we going to be on some type of maintenance program?

DAVE TYSON:

Yes, we are we actually already started that. And we instituted almost a month ago or more that now we're having maintenance sheets done on everything that the operators are working on. And we're being able to keep track of it. So, we know we're going to start knowing ahead of time. You know what is going on. We're going to work on a budget coming up in the budget. We are going to put money in there first starting to do maintenance on all this and again, I'll probably be talking with you with American everybody about some ARP funds if there are any leftover and available. We've got 13 other lift stations that have pumps in them that are probably 25 years old. And if they all go out at one time we're going to be in trouble. So, we need to really start looking at those two. Anybody else have

any questions on that? On the Labeau building for the Environmental Services building as we're going to start calling it until we come up with a better name. We do have fencing that has to go in there. We have parking lots that really need to be sealed and overlaid that were not part of the original contract. So, we've looked at looking at doing that. The fencing if I get to my notes here real quick, is approximately \$70,000 that will have to be spent to overlay the lots we're looking at \$130,000 that will need to be done that can wait till next year for budgeting for right now. There's obviously it's too late to put asphalt down right now. Might be expanding the lot on the west on the east side of Harrison Avenue. There's a 50ft grass stare almost 30ft grass trip in there that the city is looking about possibly picking up and instead of leaving the grass to where Public Works has been maintaining that right now. We figured be better just to put it in asphalt and then that way we can maintain it. Other things that we are looking at we're going to be budgeting later time we know we're gonna have to replace the heater on the east building. Because it's just it's older and right and it's you know, it's going to go out eventually we don't think it's going to go out this year. But again, we want to get something in there and make sure that we we're not if we react again, we're gonna pay a lot more money than if we just replaced it and do it properly. Mostly other little things in there. There's some caulking around windows. That wasn't in the contract. I don't know why but it wasn't so it's about a \$2,500 line item but we are going to go ahead and just recalk windows so we don't have a lot of moisture coming into it. Same thing around some of the garage doors. And we're finding just little things right now. I think we're getting to the end of the list. So, we started to feel pretty good about it. And probably expect some things will come up some of it we're doing ourselves I mean they're for example in the tech side of the building, there was a new door that was put in on the north service door on the north side of the building. They framed it in put a door in and left gaps all the way around the door. So, we're just going to go ahead and caulk it ourselves, patch it and just take pictures of it and take note of stuff that we think at left that way it shouldn't have been but for the most part I think its kind of long very good. The people their service and you know the operators everybody done a great job of getting moved into their everybody's getting comfortable. So, I think it's gonna be a nice facility when we get it done.

ALD CRAWFORD:

When you talk about redoing the parking lot, are the ESU trucks heavier than what had been used over there before. We're going to have to go deeper make it more structurally sound for heavier vehicles?

DAVE TYSON:

The lot that's across on the side of Harrison Avenue, I think is probably heavy enough to do it but we are going to core and make sure we are planning to have to mill some of that asphalt out before we put it in. But before we spend money doing that, it's cheap to just have a couple cores taken so we know that we get a proper base in there. The one that be on the north side of the tech building, that's primarily going to be for just passenger car. So, we know we'll be able to just overlay that one and also the bill. The lot that's on the south side of the east building will primarily be cars so we'll be able to just overlay that one but we're going to have heavier trucks. We are going to core it and make sure we do have strength for it.

MAYOR CURTIS:

Any questions? Alderwoman Johnson.

ALD JOHNSON:

(inaudible)

DAVE TYSON:

The ones over to Space Center?

MAYOR CURTIS:

We're still trying to figure that out whether or not we're responsible for removing those out of there. They would like us to move out there or not. So that's something that legal is looking into. I mean, was there every when they moved in?

DAVE TYSON:

Yeah, we would probably scrap them. I mean, there by the time you take them apart, put them together. They're not in the best shape. You know, and I don't know, really I don't know who would buy him right now too. So, we we've got a deadline to be out of that building, whether it's the 31st of December or if it's the first of March. We don't have a lot of time. So, once we know when that time is we got to move fast. If we have to get out of there. I'm open we don't to be honest with you.

MAYOR CURTIS:

Any other questions? Thank you, sir. Just an update to you're gonna see on city council tonight. Mr. Tyson is retiring from Robinson Engineering Dec 31st Correct.

DAVE TYSON:

Yes.

MAYOR CURTIS:

Okay. So, one of the things that we have currently our contract with Mr. Tyson is through Robinson engineering. We do not have an ESU director or superintendent at this point. The offer that we did make to somebody that we thought was qualified, he chose a different direction. So, Mr. Tyson has said he'll continue on with us as we need going forward. But we need to give 30-day notice to Robinson engineering and then Mr. Tyson would bring a contract and correct me if I'm saying this correctly, Robinson engineering is aware of all this with the city Kankakee, and obviously KARMA, correct. Okay. We just have to get a 30-day notice and then we bring a contract in December to continue to services and originally, we thought that would probably be strict about December 31. If we got a superintendent in place, but that has not happened yet. So, and Carolyn, she may give a quick update on that, but she's pursuing that now. She's got a couple of leads. Right now, that she's working on for that position. Questions?

ADJOURNMENT

MAYOR CURTIS:

Any questions from anyone? Okay, we have no need for Executive Session. I'll entertain a motion to adjourn?

ALD OSENGA:

So move

ALD PRUDE:

Second.

MAYOR CURTIS:

Motioned by Alderman Osenga and seconded by Alderman Prude. All in favor?

ESU BOARD MEMBERS:

Aye.

MAYOR CURTIS:

Opposed same sign? Okay, we are adjourned. Thank you.